

## TREFNANT COMMUNITY COUNCIL

### MINUTES OF MEETING HELD ON 17<sup>TH</sup> JANUARY 2018 IN TREFNANT BOWLING CLUB (Min. Ref. 01/18)

#### **Present**

Mr. A. Griffith (Chairman), Mr. R. Collins, Mr. W. Moran,  
Mr. S. Evans, Mrs. S. Jones, Mr. P. Hughes.

#### **1. Apologies for Absence**

01/18/01 Mrs. A. Maguire, Mr. R. Salvador, Mr. G. Cavill,  
Mr. M. Davies.

#### **2. Declarations of Interest**

None.

#### **3. Minutes of last meeting**

01/18/02 It was proposed by Mr. Moran and seconded by Mr. Collins  
that the minutes of the last meeting held on 15<sup>th</sup> November  
2017 be accepted as a correct record.

#### **4. Matters Arising**

01/18/03 Cherry Trees (11/17/06)

The Chairman has requested that the Cherry Trees be planted  
by the end of January.

01/18/04 Village Newsletter donation (11/17/17)

The Village Hall Committee have sent a thank you to the  
Council for sponsoring 2 editions of the village newsletter.

01/18/05 Positive Steps Donation (11/17/18)

A thank you letter has been received from Positive Steps  
regarding the donation given. A copy of their Constitution  
has been provided.

#### **5. Correspondence received**

01/18/06 Community Health Council

A letter has been received regarding problems with  
recruiting General Practitioners in Wales. It was agreed that  
it was not relevant for the Community Council to respond.

01/18/07 Data Protection – GDPR

New Regulations are coming into force on 25<sup>th</sup> May 2018.  
The Council will be required to appoint a Data Protection  
Officer. NALC/One Voice Wales are currently working on a  
toolkit and are seeking advice regarding Data Protection  
Officers. It is unlikely that the Clerk would be able to take  
up the position.

Action: It was agreed that the Council should register with  
the Information Commissioners Office immediately. The  
Clerk will deal with the registration which will cost £35. It

was also agreed that Data Protection matters be dealt with by the Clerk/Chairman whilst awaiting further guidance from NALC/One Voice Wales.

- 01/18/08 Internal Audit  
 The Internal Auditor Mr. J. Roberts has sent a letter stating that he is ceasing working as an internal auditor for Town and Community Councils. The Council agreed that Mr. Roberts had provided a good service to the Council.  
 A new Internal Auditor needs to be appointed. The Clerk stated that she had contacted J.D.H. Business Services Ltd to ask whether they would be in a position to take on the role. They undertake the Internal Audit of numerous Councils across North Wales and Cheshire and are experienced in the role. The response will be reviewed at the next meeting.
- 01/18/09 Waste Disposal  
 The Chairman agreed to review the documentation regarding proposed changes to waste disposal Regulations.
- 01/18/10 Urdd National Eisteddfod Denbighshire 2020  
 A request for funding has been received. It was agreed to deal with this matter later in the meeting whilst setting the 2018/19 Budget.
- 01/18/11 Road Traffic Notice & Traffic Order  
 Denbighshire C.C. has given notice that the B5431 Lower Denbigh Road, St. Asaph will be closed for patching works between 12<sup>th</sup> and 16<sup>th</sup> February 2018. Vehicles will be prohibited to park on St. Asaph High Street during this time.
- 01/18/12 All other correspondence was reviewed and filed without comment.
- 6. Planning Matters**
- 01/18/13 Appl. 30/2017/1041  
 Erection of extensions to dwelling at Bro Eog, Allt Goch. The details of this application had been forwarded to Members during the Christmas recess but no comments were made.
- 01/18/14 Appl. 30/201/0006  
 Erection of dwelling and construction of a new vehicular access at land adjoining Bryn Glas. An application for this site had previously been submitted and refused. Action: It was agreed that the observations previously made are still relevant and would be submitted as follows:
- The proposed development is within the Green Barrier
  - The proposed development is outside the village envelope.

01/18/15 Appl. 30/2017/1118  
Reduction on size of 5 oak trees subject to Tree Preservations Orders at woodland, rear of Llanmerch Holiday Park. Action: As long as the work carried out does not impact on the health of the trees the Members have no objections.

01/18/16 Appl. 30/2018/0010  
Change of use of garage/outbuilding into 1 holiday accommodation unit at 2 Pen y Graig Cottages. A different Application had previously been submitted and rejected on this site. Action: The Members consider that the figures quoted in 3.13 of the Planning Support Document may be overstated but have no objections to the development.

### **7. Finance**

01/18/17 Balances  
Current a/c £8,430.24  
Deposit a/c £6.27  
Due to the very small % of interest earned on the deposit a/c and the difficulty transferring monies it was decided to keep funds in the current a/c.

01/18/18 Income  
Precept instalment £3,632.00

01/18/19 Payments due  
Clerks salary (Jan) 100833 £211.10 S.112 LGA1972  
Admin (Oct-Jan) 100834 £6.00 S.111 LGA 1972  
J D Roberts (audit 16/17)100835 £50.00 S.111 LGA 1972  
Action: Payments approved.

01/18/20 2016/17 Budget /Cash Flow Statements  
Following the January meeting there will be £8,161 left in the current a/c. Payments due until the end of March 2018 are estimated at £922. This would leave a balance to carry forward to next year of £7,239 which includes the £2,600 election reserve.

01/18/21 2018/19 Budget  
The Clerk had distributed a draft budget with four different options prior to the meeting. The Section 137 limit for 2018/19 has been set by the Welsh Government at £7.86 per elector.

Since the Draft Budget was distributed it has been discovered that the Council needs to appoint a new internal auditor. It was agreed by all present to increase the audit

fees budget to £400 as the cost of both the Internal and External audit was not known at this time.

In addition the Council has since agreed to register with the Information Commissioner at a cost of £35 and, as there may be a cost to appointing a Data Protection Officer, it was agreed that a budget of £200 be set to cover Data Protection matters. It was agreed that if the costs turned out to be more than the monies could be taken from the Contingency budget.

It was proposed by Mr. Evans and seconded by Mr. Griffith that the donation to the Bowling Club for use of the room for Council meetings be increased to £350.

It was proposed by Mr. Collins that, with the additions noted above, Option 2 of the Draft Budget be approved. This includes a £250 donation to the Urdd Eisteddfod. Action: This option was agreed by all present and the Budget for 2018/19 was set at £6,630.

01/18/22 2018/19 Precept

The estimated balance to carry forward at the year end is £4,639 after deducting the £2,600 election reserve (Min 01/08/20).

Monies required for 2018/19 are therefore:

£6,630 2018/19 Budget + £70 estimated VAT balance  
– £4,639 estimated balance b/fwd. = £2,061.

Action: It was agreed by all present that the Precept for 2018/19 be set at £2,061.

### **8. Any Other Business**

01/18/23 Village Clock

The shop where the Village Clock is displayed has now closed. It was agreed that Mr. Evans remove the clock and keep it until it has been decided where it will be relocated.

01/18/24 Mr. Evans stated that a resident on the Tremerechion Road has concerns about the speed of traffic on the bend just before the 30 m.p.h. sign. This stretch of road is used by many villagers. Action: The Clerk was asked to contact the County Council to see if the 30 m.p.h. sign could be moved further back or traffic calming measures installed.

01/18/25 The Chairman requested that the Clerk contact Llannerch Treatment Works to see whether it is still possible for Members to visit the site.

### **9. Date of next meeting**

01/18/26 21<sup>st</sup> February 2018 at 7.30p.m. in Trefnant Bowling Club.  
Meeting closed at 8.40p.m.